

NYALGRO After School Business Meeting June 11, 2014

Attendance: Donna Mumbulo, Desiree Potvin, Carol Davidson, Yvonne Deligato, Gina Doty, Wendy McConkey, Kathy Montemarano, Michele Rowe, Peter Scheibner, Rosemary Switzer, James Tammaro, Kathy Walruth

The meeting was called to order by Donna M. at 8:15 a.m. at the Holiday Inn in Lake George.

1. **Motion to approve January 10, 2014 meeting minutes:** Gina read the meeting minutes and a motion to accept them was made by Carol D. and 2nd by Rosemary S. and all accepted.

2. **Treasurer Report (Kathy W.):** Before paying the expenses for this school, our balance on June 2, 2014 is \$32,045.09 a. The taxes have been filed already for NYALGRO. The cost for this work was \$388 and performed by James W. Vanstrom and Company in Falconer, New York.

b. Checking account has \$14,099.71 Savings has \$11,236.74 and the CD at M&T Bank has \$6708.64 totaling \$32,045.09 c. Kathy W. restated that the school mailing will be sent out by USPS and also electronically. We have tried for years to save money by not using USPS and only use electronic means, but for a variety of reasons (wrong emails, firewalls, changes in roles) this is not working to ensure our members receive the school information in time to attend.

d. A motion to approve this report was made by Pete S. and 2nd by Jim T. and all approved.

3. **NY State Archives Report:** None at this time.

4. **Bylaws:** The Vice President will run in elections opposite of when the President, Secretary, and Treasurer runs. ***Get wording from Donna M.

a. The 2014-2015 terms: The President, VP for Events, Secretary and Treasurer. In December 2014 Carol D. term is finished, Desiree's old seat is finished with the term of office, Pete and Michele's (was Dan Karin's) seat terms are finished. We have two vacancies to fill. Desiree plans to move-up into Donna M. President's position the end of December 2014. Do we want to fill the other two board seats vacated?

Rosemary S. will finish Kathy W. Treasurer position, due to Kathy's pending retirement.

b. We currently have five interested in becoming board members: Camisha Smith, Robin Morse, Kathy Kemp, June Patterson and Diane Muscoreil. Three of them are past or present scholarship winners. This is a good thing. Gina made a motion to invite these five people at NYALGRO expense and 2nd by Carol D. to the September 2014 NYALGRO board retreat to plan the school due to their strong desire to be a future board member.

c. Angela Arasim, from the Village of Fishkill wants to help with committee work. We will let her know which committee we want her to help with later on after the retreat in September.

5. **Committee Reports:**

a. Budget and Finance: Kathy W. thanked everyone on the executive board for the gift certificate to Lowes and her retirement congratulations card.

b. Bylaws: discussed in #4 above.

c. Education and Training (Gina D.): nothing at this time.

d. Nominations and Election (Donna M.) -- Michele R. plans to run again and Yvonne is not certain yet, Desiree plans to finish Donna M. President's term. After a lot of discussion, Rosemary plans to perform the Treasurer position with Kathy W. pending retirement this year.

e. Publicity (Rosemary and Kathy M): nothing at this time.

f. Scholarship (Wendy M.): nothing at this time.

g. Technology (Wendy M.): nothing at this time.

h. Accommodations (Donna M.): This school location worked out well for us and the feedback surveys gave positive comments. The price is right too. The 2015 school is again at the Holiday Inn at Lake George on June 7-9, 2015

6. **Old Business:** By accident, Carol D. forgot to have the attendees contact information sheet inside the school packets. She will send this information to everyone on the board soon. This year we had some strange payment issues and a few other things happen.

7. **New Business:** The 2015 school is at this same Holiday Inn hotel in Lake George. Wendy M. is taking the feedback surveys of the school and will compile the data and email a summary to everyone.

a. We discussed the idea of giving a scholarship from NYALGRO to a SUNY student who is enrolled in an archives and/or records management curriculum program. Jim spoke about the MLS candidates in some colleges and knows of 5-6 colleges in New York that has MLS programs. A motion was made by Gina D. and 2nd by Carol D. for Jim T. to come up with a proposal/report for the retreat.

b. Correspondence: We received a thank you card from Jim Tammaro for the flowers we sent for Jim Tammaro's father's funeral.

-- Donna M. received correspondence about the tax collector's conference since this conference is close to our NYALGRO school dates. Donna M. will respond back to this person.

8. **Next Meeting:** The annual retreat will be September 28-29, 2014 at the Mount Hope Lodge in Virgil, New York near Cortland. This location is also known as the "Greek Peak". The start time is 1:00 p.m. on Sunday, September 28th. If you plan to attend, let Donna know for reservations.

A motion to adjourn this meeting was made by Kathy W. at 10:15 a.m. and Desiree P. 2nd and all approved.

Meeting minutes by Gina Doty, Secretary
Edits Welcome